TENDER DOCUMENT

NOTICE INVITING TENDER (NIT)

Date: [10-11-2026]

AROH Foundation, an ISO Certified organization of national repute working towards social upliftment in multiple sectors like education, livelihood, health & sanitation, women empowerment, skill development, environment, and community development, invites sealed quotations/tenders from eligible vendors/agencies/service providers for the requirement mentioned below.

1. Tender Details

- **Name of Project:** HRDP_MON P1024 (2026-2027)
- **Nature of Work:** Refurbishment and Renovation of Government Schools and Improvement of Basic Necessary Amenities in Government Schools of Mon District, Nagaland
- **Project Location:** MON, Nagaland.
- Tender Type: Open
- Contract Period: 03 Months
- Last Date for Submission: [15-12-2026]
- Tender Opening Date: [10-11-2026]

2. About AROH Foundation

AROH Foundation is an ISO Certified organization of national repute working towards social upliftment in multiple sectors such as education, livelihood, health & sanitation, women empowerment, environment sustainability, and community development through various CSR and development sector initiatives across India.

3. Scope of Work

The proposed intervention aims to improve the overall infrastructure, hygiene, sanitation and basic amenities of selected Government Schools in Mon District, Nagaland, through refurbishment and renovation works. The project will focus on creating a safe, clean, hygienic and child-friendly learning environment by addressing essential infrastructure requirements, repairing damaged structures and strengthening drinking water and sanitation facilities.

All renovation and refurbishment activities shall be undertaken in accordance with the approved technical specifications, quality standards and HDFC-approved color guidelines.

S. No.	Work Component	Scope / Specifications
1	Site Inspection and Preparation	Conduct a preliminary assessment of the identified Government Schools to identify damaged infrastructure and renovation requirements. Cleaning of work areas, removal of debris, loose plaster, damaged materials and preparation of surfaces before commencing renovation work.
2	Wall Putty and Painting	Scraping and removal of old, damaged or peeling paint wherever required. Application of wall putty to repair uneven surfaces, followed by primer and a minimum of two coats of good-quality interior and exterior paint. The colour combination and shades shall strictly follow the approved HDFC colour guidelines.
3	Roof Repair and Waterproofing	Repair of damaged roof sections, cracks, leakage points and deteriorated surfaces. Application of suitable waterproofing treatment wherever required to prevent rainwater seepage and dampness. Repair of roof edges, joints and other vulnerable areas to ensure structural protection.
4	Floor Repair and Renovation	Repair of damaged, cracked or uneven flooring, including filling of cracks, levelling and replacement of severely damaged sections wherever necessary. Providing proper finishing to ensure a smooth, durable, safe and slip-resistant floor surface suitable for students and teachers.
5	Door and Window Repair	Repair and refurbishment of existing doors, windows, frames, shutters, hinges, locks, handles and window grills. Replacement of damaged fittings and minor components wherever required. Painting and finishing of repaired doors and windows to improve durability, functionality and overall appearance.
6	Construction of Drinking Water Station	Construction and installation of a dedicated drinking water station within the school premises. The facility shall have a minimum of two water taps, a suitable water storage arrangement, proper plumbing connections, drainage provisions and a stable platform. The structure shall be designed to ensure easy access for students and convenient maintenance.
7	Refurbishment and Renovation of Sanitation Units	Renovation and improvement of existing toilet and sanitation facilities for students. Scope includes repair of damaged walls, floors, doors and roofs; plumbing repairs; replacement of damaged taps, pipelines and sanitary fittings; repair of toilet seats and flushing systems; improvement of drainage; and painting of internal and external surfaces. Ensuring clean, hygienic, functional and safe sanitation facilities.
8	Plumbing and Drainage Works	Inspection and repair of existing water supply pipelines, drainage connections, taps, joints and associated plumbing systems. Removal of blockages and rectification of leakage issues to ensure proper water supply and wastewater disposal, particularly around drinking water stations and sanitation units.

ARCH FOUNDATION

9	Final Cleaning and Finishing	Complete cleaning of renovated classrooms, school premises, drinking water stations and sanitation units. Removal of construction debris and leftover materials, final touch-up painting and finishing of all renovated components.
10	Final Inspection and Handover	Joint inspection of completed renovation works with the concerned project team and school authorities. Rectification of any defects or incomplete works and formal handover of the refurbished facilities in clean, safe and fully functional condition.

Technical Specifications and Quality Standards

S. No.	Component	Minimum Technical Requirements
1	Paint and Putty	Good-quality wall putty, primer and premium-grade interior/exterior paint as applicable. Colours strictly as per HDFC guidelines.
2	Roof Repair	Suitable waterproofing materials and approved repair materials for leakage prevention and roof protection.
3	Flooring	Durable flooring materials with smooth, level and slip-resistant finishing.
4	Doors and Windows	Good-quality repair materials, durable hardware, hinges, locks, handles and protective paint.
5	Drinking Water Station	Minimum two functional water taps, suitable plumbing, storage arrangement and proper drainage system.
6	Sanitation Units	Functional sanitary fittings, water supply, proper drainage, durable flooring and hygienic finishing.
7	Workmanship	All works shall comply with applicable construction standards and good engineering practices.

Vendor Responsibilities

The selected vendor/contractor shall be responsible for:

1. Conducting a site inspection and assessing the renovation requirements before commencing work.
2. Arranging all necessary construction materials, tools, equipment and skilled/unskilled manpower.
3. Executing all civil repair, painting, plumbing, waterproofing and sanitation-related works as per the approved scope.
4. Ensuring that all paints and colour combinations strictly adhere to HDFC-approved colour guidelines.
5. Constructing the drinking water station with a minimum of two functional taps, including plumbing and drainage arrangements.
6. Ensuring that all renovated sanitation units are hygienic, safe and fully operational.
7. Maintaining quality standards and ensuring proper finishing of all completed works.
8. Ensuring the safety of students, teachers and school staff during the execution of renovation activities.

AROH FOUNDATION

9. Removing all construction waste and maintaining cleanliness at the project sites.
10. Rectifying any defects, damages or deficiencies identified during the final inspection before project handover.

Expected Outcomes

- Improved physical infrastructure and overall appearance of Government Schools.
- Clean, attractive and child-friendly school environments through painting as per HDFC colour guidelines.
- Improved safety through repair of damaged roofs, floors, doors and windows.
- Availability of improved drinking water facilities with a minimum of two taps at each designated school.
- Improved access to clean, functional and hygienic sanitation facilities.
- Better hygiene, health, safety and comfort for students and teachers.
- Enhanced school infrastructure to support a conducive learning environment.

4. Eligibility Criteria

• Valid PAN Card
• GST Registration Certificate
• Company/Firm/Agency Registration Certificate
• Minimum 5 years of relevant experience
• Experience of working with NGOs/CSR/Government projects preferred
• Submission of previous work orders/completion certificates
• Financial stability and operational capacity
• Ability to execute the assignment within the prescribed timeline

5. Documents Required

• Company/Firm Profile
• PAN Card
• GST Registration Certificate
• Registration Certificate/Incorporation Certificate
• Previous Work Orders/Completion Certificates
• Audited Financial Statements/ITR
• Signed Tender Document
• Financial Quotation
• Declaration Letter

6. Technical Proposal

The technical proposal should contain:
• Understanding of project requirement
• Execution methodology/work plan
• Timeline for completion

AROH FOUNDATION

• Team composition/manpower deployment
• Relevant organizational experience

7. Financial Proposal

The financial quotation should include complete details in the prescribed format with GST mentioned separately.
Rates should remain valid for a minimum period of 15 days.

8. Evaluation Criteria

The tender/proposal shall be evaluated based on:

• Technical competency
• Relevant experience
• Financial competitiveness
• Past performance
• Compliance with tender terms & conditions

AROH Foundation reserves the right to accept or reject any proposal without assigning any reason.

9. Terms & Conditions

1. Incomplete or late submissions shall not be considered.
2. The selected agency/vendor shall comply with all statutory norms and legal compliances.
3. Payment terms shall be finalized mutually and released against invoice and supporting documents.
4. The organization reserves the right to terminate the contract in case of unsatisfactory performance.
5. The bidder shall maintain confidentiality of all project-related information.
6. Any dispute arising out of this tender shall be subject to the jurisdiction of Noida, Uttar Pradesh.

10. Submission Details

Procurement Department
AROH Foundation
F-52, Sector-8, Noida, Uttar Pradesh
Please visit: https://aroh.in/tender

Email : procurement@aroh.in

AROH

FOUNDATION